



West Hartford-Bloomfield Health District
580 Cottage Grove Road, Suite 100, Bloomfield, CT
Phone: (860) 561-7900, Fax: (860) 561-7918

APPLICATION FOR SEASONAL/CERTIFIED FARMERS' MARKET FOOD SERVICE PERMIT

Please complete the application and submit to WHBHD at least 14 days prior to the opening date of the Farmers' Market season OR 14 days prior to the vendor's start date at the market. A copy of the Seasonal/Certified Farmers' Market Food Service Permit Requirements are enclosed for your reference. **FAILURE TO SUBMIT A COMPLETED APPLICATION IN TIME MAY RESULT IN EXCLUSION FROM THE EVENT.**

Check **ALL** that apply:

_____ Farmer (no fee) _____ Vendor (\$60.00 fee)

Name of Farmer's Market: _____

Location of the Farmers' Market: _____ Town: _____

Farmer/Vendor Name: _____

Farmer/Vendor Address: _____

Applicant/Licensee Name: _____ Phone Number: _____

Fax: _____ Email Address: _____

Contact Person at Event: _____ Phone Number: _____

Email Address: _____

Dates Attending: _____

Time of Set-up: _____

1. List ALL food and beverage items to be prepared and served. Attach a separate sheet if necessary (NOTE: any changes to the menu must be submitted to and approved by WHBHD at least **5 days** prior to the event).

2. Where will food be prepared? _____

3. Describe how each food item will be held to maintain its proper temperature:

During Transportation: _____

Cold Holding: _____

Hot Foods: _____

4. What equipment will be used to cook foods on site?

5. Describe handwashing station in food booth. (sketch attached for reference)

Attach a sketch of the food booth layout, or use the back of this page. Indicate location of: food storage, cooking equipment, hot and cold holding equipment and handwashing station(s).

Please be aware that if food items vary based on their availability during the season, you must submit a written, updated menu attachment to WHBHD before the Market date(s). WHBHD must also be notified if there are any changes to the location of the operation, the owner, base of operation, or any of the above listed information.

I attest that the above information is accurate and agree to abide by the WHBHD Seasonal/Certified Farmers' Market Food Service Permit Requirements, all regulations and ordinances enforced by the West Hartford-Bloomfield Health District and, the CT Public Health Code.

Signature of Applicant

Date

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FOR WHBHD USE ONLY

Approved By: _____ Date: _____ Permit Issued Date: _____

Fee: _____ Date Received: _____ Check No.: _____ Receipt No.: _____

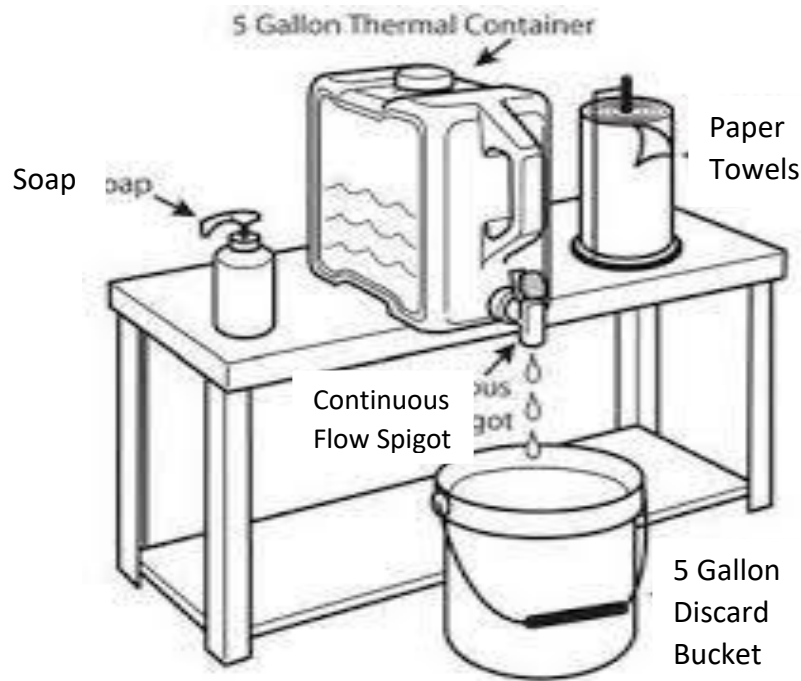
**WHBHD SEASONAL/CERTIFIED FARMERS' MARKET FOOD SERVICE
PERMIT REQUIREMENTS**

THIS LIST MUST BE POSTED IN YOUR FOOD SERVICE AREA DURING THE EVENT

1. Keep minimal amounts of food out at a time. Foods must be kept covered, especially samples for the public.
2. No home-made foods allowed. All foods must be prepared in a licensed facility or at the event site.
3. **WASH YOUR HANDS FREQUENTLY!** (more information on next page)
4. Maintain cold foods at or below 45°F, and hot food, at or above 140°F.
5. Adequate refrigeration is required. Replenish ice often if it is used to hold cold foods.
6. Discard all leftovers at the end of the day. **DO NOT** re-use.
7. Do not work if you are ill; especially if you are experiencing vomiting and/or diarrhea.
8. Keep an adequate supply of gloves and utensils on site to dispense and handle ready-to-eat foods. Change gloves frequently. **DO NOT WEAR GLOVES WHEN HANDLING MONEY!**
9. Utensils (tongs, spatulas, knives, etc.) must be washed, rinsed and sanitized at least every 4 hours.
10. Sanitize all food contact surfaces (tables, counter, etc.) with a solution of 1 tsp bleach to 1 gallon of water at the beginning of the event and every 4 hours. Keep this sanitizing solution available during all hours of event. Store towels in solution between uses.
11. Do not thaw foods at room temp. Do not refreeze foods that have been thawed.
12. Heat up foods quickly on an approved heating device. Do not use crockpots or steamtables. The use of sterno products to maintain hot temps is strongly discouraged. WHBHD recommends electric or propane fired equipment to ensure hot holding temps are being maintained. (Check with Fire Marshall for approval of propane cylinders, etc.)
13. Minimum cooking temperatures are as follows:
 - Eggs, fish, meat, pork - 145°F
 - Ground meats and fish - 158°F
 - Poultry, stuffing, reheated foods, stuffed: fish, meat, pasta - 165°F
14. Use a probe thermometer to check hot/cold food temps. Sanitize thermometer after each use with sterile alcohol swab.

Temporary Food Booth Handwashing Set-up

5 Gallon Thermal Container



The temporary handwashing station shall consist of at least a 5-gallon insulated container with spigot that provides continuous flow of warm (100°F-120°F) running water, soap paper towels, a reminder sign, a 5-gallon bucket to collect the wastewater, and a trash container to discard wastepaper.

WHEN TO WASH YOUR HANDS

(As often as may be required to remove soil and contamination)

BEFORE

- Starting work
- Immediately before engaging in food preparation
- Handling clean equipment/utensils
- Handling unwrapped single-service and single-use articles

AFTER

- Using the toilet
- Coughing – sneezing – using handkerchief or tissue
- Tobacco use – eating - drinking
- Handling money/trash
- Touching bare human body parts

DURING

- When switching between raw foods of animal origin and ready-to-eat foods
- Food prep to remove soil contamination and prevent cross contamination when changing tasks